

Establishment – General Administration Department Utilization of Services of (1) Senior Steno, (3) Jr. Stenos, (1) Telephone Operator, (1) Typist Cum Assistant sponsored by Cybertek Solutions, Hyderabad in GAD on contract basis in General Administration Department for the period from 22-11-2011 to 21-12-2011 – Sanction of expenditure of Rs.68,728/- Orders – Issued.

**GENERAL ADMINISTRATION (OP.IV) DEPARTMENT**

**Dated:23.12.2011.**  
**Read the following:-**

- 1) G.O.MS. No.3, Fin (SMPC) Department dt:12.01.2011.
- 2) G.O.Rt. No. 723 GA(OP.IV)Dept., dt.18.02.2011.
- 3) G.O.Rt.No. 5298, GA(OP.IV)Dept., dt.26.11.2011.
- 4) From M/s Cybertek Solutions, Hyderabad Bill Nos.CS/MP/2011-12/550 dt:22-12-2011.

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In pursuance of the orders issued in the references 1st to 2nd read above, the services of (1) Senior Steno, (3) Jr. Stenos, (1) Telephone Operator, (1) Typist Cum Assistant sponsored by M/s Cybertek Solutions, Hyderabad have been utilized in General Administration Department, for a period from 22-11-2011 to 21-12-2011. The Agency has submitted the bills for an amount of Rs.68,728/- for the said period and requested to sanction the same.

2. Sanction is hereby accorded for payment of Rs. 68,728 /- (Rupees Sixty Eight Thousand Seven Hundred and Twenty Eight only) i.e Remuneration Rs.52,900 /-, EPF @ 13.61%. Rs.5,310 /-, ESI @ 4.75% Rs.2,513 , Service Charges @ 3% Rs.1,587 /- and Rs.6,418 /- Service Tax @ 10.30% on the total bill of Rs.62,310/- to M/s Cybertek Solutions Hyderabad, towards remuneration for the services of (1) Senior Steno, (3) Jr. Stenos, (1) Telephone Operator, (1) Typist Cum Assistant, whose services are being utilized in GAD for the period from 22-11-2011 to 21-12-2011.
3. The General Administration (Claims.C) Department shall draw and disburse the amount as sanctioned in para ( 2 ) above, to M/s Cybertek Solutions Hyderabad, to their A/c No.31599617985, State Bank of India, Vengal Rao Nagar Branch, Hyderabad with IFS Code SBINOO 11659, MICR Code 500002121
4. The expenditure shall be debited to the Head of Account under “2052 – Secretariat General Services–MH090–Secretariat-SH(04)General Administration Department - 300 – Contractual services”.
5. This order does not require the concurrence of Finance Department as per the rules in vogue.
6. The G.O. is available on Internet and can be accessed at the address <http://www.ap.gov.in>.

**R.SESHARAM SINGH**  
**JOINT SECRETARY TO GOVERNEMENT(GENERAL)**

To  
The General Administration(Claims. C) Department (w.e)  
The M/s Cybertek Solutions, Hyderabad.  
The Deputy Pay & Accounts Officer,  
Secretariat Branch, Hyderabad.  
Sf/Sc

**SECTION OFFICER**